



DeSoto County Employee Newsletter

UPCOMING EVENTS:

Courthouse Christmas Luncheon	Dec. 20
Admin. Building Christmas Luncheon	Dec. 23
Christmas Holiday	Dec. 24 Dec. 25
New Years Holiday	Jan. 1
Annual Benefits Enrollment	Jan. 22- Jan 24
Intranet Training Board Room, Admin. Building	Jan. 9 Jan 10
Intranet Training Justice Court	Jan. 23

DESOTO COUNTY: CLEAN AND GREEN IN TWO THOUSAND FOURTEEN

The goal of DeSoto County Environmental Services is to create recycling opportunities in all of the county facilities. Ten more public drop off locations will be added in the unincorporated area of the county. There are approximately 550 DeSoto County employees, which will be encouraged to recycle paper, cardboard, plastic and aluminum. Discarded paper can become home insulation. Plastic bottles can become fresh new bottles or carpeting and clothing. Aluminum cans and containers can be recycled as cans over and over again, saving millions of dollars and generating opportunities for jobs which help spur our local economy.



"By the end of 2014, it will serve as second nature for all our employees to throw items in the recycle bin instead of the trash," said Ray Laughter, Environmental Services Manager.

January 2nd is the kickoff of our new program. All County buildings will have paper, plastic and aluminum bins for recycling. Please help us spread the word.

Did you know we have the following Environmental Programs?

- Paper & Cardboard Recycle
- Metal Recycle
- Ink & Toner Recycle
- E-Waste Recycle
- Oil Recycle

For more information, on drop off locations, visit our webpage:

www.desotocountys.gov

December 2013

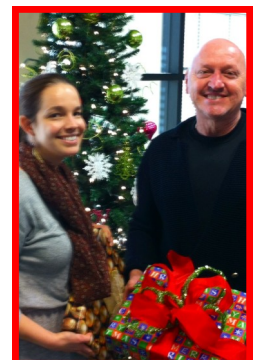
Newsletter



**Administration Building
Christmas Tree**

Story on Page 4

Melissa Zizmann hanging ornaments



Tax Assessor Christmas Tree-
Beth McCallum and Parker Pickle



**Courthouse
Christmas Tree**

When will I get my W2?

It is HR's goal to have W-2's distributed by mid-January. Please remember that your taxable wages are not the same as your gross wages due to retire-



Vickie Richmann

ment, insurance deductions and Deferred Compensation. Using your last paycheck could cause you to use incorrect information in filing your 2013 taxes.



Year End Reminders from Human Resources

If you participate in the Humana Critical Illness and Cancer voluntary



Plan your major dental work prior to year end.

policy, remember you are eligible for

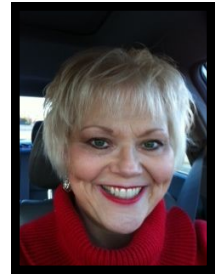
a \$150 payment per **calendar** year (per insured individual on the policy) for your covered health screenings. Please see HR for a claim form.

As you head into the New Year and begin to organize for the tax season, please remember to keep a copy of your recent pay stubs. Lenders **always** request this type of information. If you cannot locate your pay stub, HR will reproduce a copy but you must come in person and allow **up to 2 days** for processing. You will need to pick up the copies in HR as well. For confidentiality purposes, HR does not fax or email your pay stub information. Don't wait until the last

minute to realize you do not have your pay stubs!

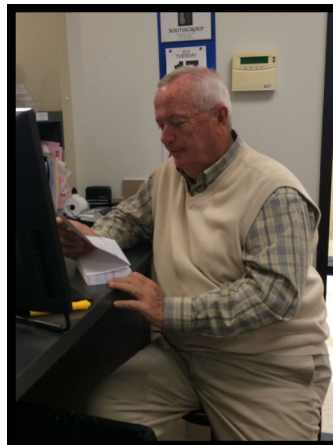
Dental benefits are limited to \$1,750 per **calendar** year. Always request your dentist obtain a pre-authorization for major work so that you will know **exactly** how much you will pay out of pocket.

By Janna Rogers



2013 Tax Year has begun . . .

DeSoto County's 2013 tax year has begun. The Tax Collector's Office sent out annual tax statements on Friday, December 13th.



**Joey Treadway, DeSoto
County Tax Collector
looking over tax
statements.**

Among those bills:

- 35,617 went to Mortgage Companies
- 34,690 were sent to Individuals
- 929 Homestead Chargebacks
- 4,554 Personal Property (business taxes)
- 118 Public Utilities

Taxes are due by February 1st of each year to avoid a penalty that increases by 1% each month that the taxes are left unpaid.

By Britni MacMilan



January Birthdays



Photo by Ted Garrod

Earl	Logan	1	Jonathan	Rich	20
Betsy	Pruett	1	Justin	Smith	20
Tommy	Callahan	3	Annette	Bowden	22
Jessie	Cleveland	3	Jeff	Fitch	22
Gregory	Johnson	4	Michael	Murphy	22
William	Lacey	5	Edith	Thompson	23
Mark	Provence	5	Deanna	Turner	23
Joseph	Fanayam	6	Phillip	Hall	25
Matthew	Perry	7	Joshua	Bryant	26
Cheryl	Pollan	7	Jackie	Smith	27
Michael	Trubenbach	7	Bryan	Cox	28
Sheila	Morris	8	Rikki	Ogle	28
Jesse	James	9	Greggory	Coker	29
Frankie	Merriweather	9	Joyce	Sims	30
Louis	Washington	9	Christine	Harris	31
Vivian	Embrey	10			
David	Vanderburg	10			
Christopher	Henson	11			
Martie	Sparks	11			
Patricia	Bridges	12			
Chance	Jeffress	13			
Paul	Blaylock	14			
Melissa	Zizmann	14			
Andy	Alberson	15			
Kenneth	Kizart	15			
William	Nichols	15			
Cynthia	Wartenberg	16			
Thomas	Williams	16			
Keith	Vaughters	17			
Teresa	Johnson	18			
Kevin	Simms	18			
Leigh	Mercer	20			

IT Training Events

The DeSoto County Intranet is a private section of the County's website, for employees, where important information will be delivered to you. Join us as we explore how the Intranet will improve communication and productivity within our organization. If you are not able to attend one of the sessions, please contact the I.T. department to

Join us as we explore how the DCMS Intranet will improve communication and productivity within our organization.

schedule a training event.

Different dates & times are available for your convenience. Please email mthaxton@desotocountymys.gov to sign up for a class or watch your email inbox for instructions on how to enroll.



By Mary Jane Thaxton

All Employees are invited to attend an Introduction to the DCMS Intranet

January 9, 2014 10-11
Board Room, Administration Building

January 9, 2014 11-12
Board Room, Administration Building

January 10, 2014 2-3
Board Room, Administration Building

January 23, 2014 9-10
Justice Court, Southaven

January 23, 2014 10-11
Justice Court, Southaven

New Employees

Hollar, Jamie	11/19/2013	Animal Services	Animal Care Tech
Rice, Whitney	11/21/2013	Tax Collector	Deputy Clerk
Dorsey, Theodore	11/21/2013	Planning	Meetings
Price, Joshua	12/2/2013	Sheriff	Line Officer
Cargile, Meggan	11/27/2013	Sheriff	PT-Nurse
Simmons, Vasharn	12/9/2013	Sheriff	Line Officer



Christmas Around the World



**Ornaments and
Decorations on the
Administration
Christmas Tree
were provided by
Beth Gardner's
4th Grade
Spotlight Students
Southaven
Intermediate**



“Each student picked a country and studied its Christmas customs and traditions,” Gardner said. “Then they each made two ornaments — one for the classroom tree and one for display here for the public. It was an honor to be asked to do this.”

Quote by Supervisor Mark Gardner

A link to the DeSoto Appeal article:

<http://www.commercialappeal.com/news/2013/nov/27/global-traditions-enliven-educate-on-desotos/>



Christmas Food Drive



Justice Court



Matt Harris, Ricky McNeil and Clayton Palmoore
picking up at the Administration Building.



Road Department

On behalf of the DeSoto County Facilities Management Department, we would like to thank everyone who participated in our first annual Holiday Food Drive.



Facilities Management would like to recognize Clayton "Butch" Palmoore from our department for the suggestion to begin this campaign as he carried it over from a drive he headed up as a member of the United States Military. "We had great participation from every department and hope to be able to continue to build on our success next year. Thanks again to all who helped share a little Christmas cheer," Tony Martin.

**Thanks to
everyone who
has made a
donation to the
county food
drive.**



Road Department Christmas Party





Glen Davidson
46 Years with DeSoto
County



Dale Thompson
44 Years with DeSoto County



Ann Richmond
35 Years with DeSoto
County

*Merry Christmas from
DeSoto County*

Sanford Hired as Justice Court Clerk for Desoto County

The Desoto County Board of Supervisors is pleased to announce the appointment of Pat Sanford to the position of Justice Court Clerk. In this role, Mr. Sanford will be responsible for all aspects of the Desoto County Justice Court operation located in Southaven. Ms. Shirley Beshears, current Justice Clerk for Desoto County, plans to retire in mid-January. Ms. Beshears will be training Mr. Sanford to transition to the important role supporting five Justice Court judges, five constables and a staff of eleven employees.

Mr. Sanford was employed with Shelby County Juvenile Court for the past 32 years in several positions most recently as Depu-

ty Administrator, Central Records. Over the years, he was in many positions including manager of the process division, process officer, program administrative specialist, probation counselor, bailiff, juvenile court monitor and administrative assistant.

Mr. Sanford graduated from Bishop Byrne High School in Memphis and attended Northwest Community College and University of Memphis. He graduated from the Shelby County Sheriff's Department Training Academy in 1986. He and his family reside in Olive Branch.

Justice Court has jurisdiction over small claims civil cases involving amounts of \$3,500 or

less, misdemeanor criminal cases and any traffic offense that occurs outside a municipality. For more information on Justice Court, please reference the Desoto County website at www.desotocountymn.gov.

